

**MINUTES**  
**SPECIAL MEETING OF THE SANDPOINT CITY COUNCIL**  
**November 9, 2017**

**OPENING** Mayor Rognstad called the special meeting of the City Council to order at 1:00 p.m. on Thursday, November 9, 2017, in the Council chambers at City Hall, 1123 Lake Street.

**ROLL CALL** Council members Aitken, Snedden, Williamson and Eddy were present. Council members Ruehle and Camp were absent.

**PLEDGE OF ALLEGIANCE** Mayor Rognstad led the Council and the public in the pledge of allegiance to the flag.

**RESOLUTION NO. 17-78 – RESOLUTION ADOPTING THE BONNER COUNTY ALL-HAZARD MITIGATION PLAN**

Grants and Projects Administrator Sean Scoggin stated that, in 2010, the City of Sandpoint participated with Bonner County, several cities located within Bonner County, and the City of Newport, Washington, to produce the Bonner County All-Hazard Mitigation Plan. This was an assessment of all hazards within Bonner County, ranging from flooding to windstorms, where steps were taken to mitigate the effects of these events. The Plan was submitted in 2012 to the Federal Emergency Management Agency (FEMA). FEMA recently approved the plan for Bonner County and the portion of the plan encompassing the Cities of Ponderay and Sandpoint. He pointed out that the City needs to provide an adopted resolution by the end of today in order to be eligible to apply for a hazard mitigation grant. The grant will be for the purchase of two generators. One will be used at the Lake Water Treatment Plant, and the other will be used for the pump station at the Plant. The grant funds will total of \$321,437, with a City match of \$80,360. It is indicated within the All-Hazard Mitigation Plan that this is a high priority project. In the past, the City has rented a mobile generator, but this is a challenge, as a rented generator is only available on a first come, first served basis. There are times when the only generator available is in Spokane.

City Administrator Jennifer Stapleton confirmed that there are matching funds available in this year's budget, in water and sewer reserves, which is budgeted every year.

**Councilwoman Williamson moved** that City Council approve the proposed resolution, Resolution Adopting the Bonner County All-Hazard Mitigation Plan. **Councilman Snedden seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Aitken	Yes
Councilman Camp	Absent
Councilman Snedden	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Absent

**The motion passed unanimously by Council present.**

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**ADJOURNMENT** The special meeting adjourned at 1:08 p.m.

\_\_\_\_\_  
Shelby Rognstad, Mayor

**ATTEST:**

\_\_\_\_\_  
Maree Peck, City Clerk

DRAFT

**MINUTES**  
**REGULAR MEETING OF THE SANDPOINT CITY COUNCIL**  
**November 15, 2017**

**OPENING** Mayor Rognstad called the regular meeting of the City Council to order at 5:30 p.m. on Wednesday, November 15, 2017, in the Council chambers at City Hall, 1123 Lake Street.

**ROLL CALL** Council members Ruehle, Aitken, Camp, Williamson and Eddy were present. Councilman Snedden was absent.

**PLEDGE OF ALLEGIANCE** Mayor Rognstad led the Council and the public in the pledge of allegiance to the flag.

**Mayor Rognstad** recessed the regular City Council meeting at 5:32 p.m. to convene into a City Council workshop.

**CITY COUNCIL WORKSHOP – VACATION RENTALS**

Planning and Economic Development Director Aaron Qualls noted the challenges with vacation rentals are enforcement and how to administer a waiting list for the 300-foot buffer. He reviewed a map, showing where vacation rentals are located within residential zones. The waiting list process is problematic because it creates a false sense of security, and there's an issue with the geographic nature of the 300-foot buffer. One of the issues with the current ordinance is that all short-term rentals are treated the same. He reviewed the three different tiers of short term rentals, as outlined in the staff report. Tier 1 short term rentals are host occupied, with a homeowner or primary resident renting out rooms. Tier 2 is where the whole unit is rented, but, the majority of the year, the homeowner or primary resident occupies the unit. Tier 3 is where the unit is rented out exclusively on a short-term basis. He defined a short-term rental as one that is rented from two to 30 days. A unit rented for fewer than two days is considered a hotel or motel, both of which are prohibited within residential zones. A member of the public commented that a tiered system may be problematic, as a property owner may change the type of short term rental. Mr. Qualls reviewed seven established policy objectives and referred to the Sandpoint Comprehensive Plan regarding housing.

City Attorney Scot Campbell commented that enforcement is tied to the City's ability to regulate based on health, safety and welfare and to promote integrity in residential areas. Some cities provide a limit on the number of short term rentals in residential zones. We won't know what the legal challenges will be until next year when House Bill 216 takes effect. City Administrator Jennifer Stapleton noted that the Planning Department was instructed by the Mayor and herself to provide policies and procedures as to how the City's vacation rental regulations will be enforced and the process for a waiting list. We currently don't have a process that's fair and equitable based on the priorities set by City Council. Scot Campbell reiterated that the justification for the 300-foot buffer was based on the requirement to notify property owners within 300 feet when there's a zone change.

**Councilwoman Ruehle** suggested expanding the buffer based on the waiting list. **Councilman Eddy** asked how it would look if we eliminated the 300-foot buffer but limited short-term rentals per lineal block. Aaron Qualls said that New Orleans has a waiting list

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based on dispersion requirements by block or street segment and has a cap on the number of short term rentals within specific zones. **Councilwoman Williamson** stressed concern with enforcement. She doesn't feel that advertising a short-term rental addresses the issue. She feels that enforcement and eligibility should be discussed together. Jennifer Stapleton noted that Airbnb and VRBO have entered into agreements with the State of Idaho to collect taxes. The State doesn't collect the City's local option tax or bed tax. City Staff has tried to reach out to Airbnb and VRBO to ask that they enter into agreements with the City for collection of taxes.

Aaron Qualls noted that the Planning Department has budgeted for new software that will provide assistance in locating vacation rentals. **Councilwoman Williamson** wondered, even if we have proof of those vacation rentals that are in violation, what procedure is in place to ensure they comply. Aaron Qualls said that the waiting list is not structured well with the current ordinance. If City Council wants to have a waiting list, then the entire ordinance will have to be revised. Vacation rentals will no longer be considered a business under House Bill 216, so we can't require that they obtain a business license. Jennifer Stapleton said that there is a collection process through the new software that allows it to identify vacation rentals that are noncompliant. A letter will be sent out, demanding payment. If not paid, then it's turned over to a collection agency. Scot Campbell added that a lien can be put on the property. Infractions go to a collection agency. A violation of the ordinance is a criminal misdemeanor and will go to court.

Aaron Qualls reviewed the ordinance revision alternatives. Option 1 is to eliminate the buffer completely, require a permit and let the market govern the outcome in residential neighborhoods. A comment from the public raised concern that any regulations on vacation homes make it more difficult for home owners to have vacation rentals. Aaron Qualls voiced concern as to whether we would be treating all vacation rentals the same. Scot Campbell cautioned that the lack of regulations on short term rentals only provides a benefit for investors and can be detrimental to local homeowners and affordable housing. Aaron Qualls said that Option 2 would eliminate the buffer and allow Tier 1 and Tier 2 short term rentals with a permit. It would prohibit Tier 3 short term rentals in residential zones. The City of Bozeman, Montana, has this restriction.

**Councilwoman Ruehle** said that they should be connected to those who have a homeowner's exemption. Scot Campbell cautioned that choosing to favor those with a homeowner's exemption over those without may create a legal challenge. Aaron Qualls pointed out that House Bill 216 provides that short term rentals are no longer a residential use. **Councilwoman Ruehle** felt that maintaining affordable housing could be considered essential to the welfare of our town. **Councilwoman Williamson** suggested crafting an ordinance that serves our residents. There is a different rule for each tier. **Councilman Eddy** suggested having a geographic limitation for Tier 3 but no geographic limitations for Tiers 1 and 2.

Aaron Qualls reviewed Option 4, which is keeping the buffer in place for Tier 3, but, once the property is sold, it may be eligible for use as a vacation rental, but not until after a year has passed. There will be a change in existing buffers, because approximately two-thirds

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of the homes are owner occupied. **Councilwoman Williamson** suggested retaining the buffer for Tier 3 and placing no limits on Tier 1 and Tier 2. Aaron Qualls said that this would be similar to Option 4. **Councilman Camp** said that a homeowner could obtain a vacation rental permit and then not rent the home out. Aaron Qualls noted that there is an inactivity clause proposed, which would require that the home is rented out at least twelve nights within a twelve-month period. A member of the public wondered whether the City has considered how these regulations will impact property resale value. Jennifer Stapleton said that, at one of the January 2018 Council meetings, City staff will return with proposed changes, taking into consideration the options discussed, along with policies and procedures.

**Mayor Rognstad** reconvened the regular City Council meeting at 6:39 p.m.

**ANNOUNCEMENTS**

City Administrator Jennifer Stapleton announced that downtown business owners organized an event last weekend, where volunteers decorated downtown trees on First Avenue and Cedar Street, utilizing lights used by the former Business Improvement District (BID) and older lights used by the Parks Department. There are more lights available for those businesses located within the boundaries of the former BID. Businesses can contact the City Clerk if they are interested in the remaining four boxes.

**Councilwoman Ruehle** referred to the Urban Renewal Board minutes of October 3, 2017. She asked why the Board denied payment of \$32,135.42 to Bonner County for work completed in the fall of 2015 related to the runway rehabilitation project at the Sandpoint Airport. Aaron Qualls replied that this was not budgeted, and payment would require opening up the budget. The project was completed, and the County did not submit the invoice in a timely manner.

**Mayor Rognstad** read a proclamation aloud, proclaiming November 16, 2017, as World Pancreatic Cancer Day in Sandpoint. **Councilman Camp** thanked the Mayor for the proclamation. He reported that he is a three-year survivor of pancreatic cancer and thanked everyone for their prayers.

**CONSENT CALENDAR**

**Councilwoman Williamson** moved that items A-1 through C-1 be approved. **Councilman Eddy** seconded the motion.

A roll call vote resulted as follows:

Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Snedden	Absent
Councilman Camp	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Yes

**The motion passed by a unanimous vote of Council present.**

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**A MINUTES**

- A-1 City Council special minutes of October 30, 2017, and regular minutes of November 1, 2017
- A-2 Urban Renewal Board minutes of October 3, 2017
- B Bills in the total amount of \$1,156,329.20; \$693,158.75 for regular payables and \$463,170.45 for payroll
- C CONFIRM APPOINTMENTS TO CITY COMMISSIONS, ADVISORY COMMITTEES, AND BOARDS
- C-1 Jacqui Scoggin, Arts Commission, November 15, 2017 – April 30, 2019

**OLD BUSINESS**

**D. ORDINANCE AND SUMMARY NO. 1349 – AMENDMENT TO CITY CODE 7-5-3 – BEACH RULES AND REGULATIONS**

**Mayor Rognstad** announced that City Council approved the proposed amendments at their November 1, 2017, regularly scheduled meeting.

**Mayor Rognstad** read the proposed ordinance by title only. **Councilman Eddy moved** that the proposed ordinance titled “An ordinance of the City of Sandpoint, a municipal corporation of the State of Idaho, providing for the temporary amendment of Sandpoint City Code Title 7, Chapter 5, Section 3, allowing overnight camping at City Beach from June 1, 2018, through September 30, 2018; providing that this change in Section 7-5-3 shall not be codified due to its temporary nature; providing for severability; providing that this ordinance shall be effective June 1, 2018, through September 30, 2018; and providing for publication” pass its first reading by title only, and the summary is approved. **Councilwoman Ruehle seconded the motion.**

A roll call vote of the Council resulted as follows:

Councilman Camp	Yes
Councilman Snedden	Absent
Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes

**The motion passed by a unanimous vote of Council present,** the proposed ordinance passed its first reading by title only, and the summary is approved.

**Councilman Aitken moved** that the rules requiring three separate readings, once in the ordinance’s entirety, be suspended and that the ordinance pass its second and third readings under suspension of the rules. **Councilwoman Ruehle seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Aitken	Yes
Councilman Snedden	Absent
Councilman Camp	Yes
Councilwoman Williamson	Yes

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Yes

Yes

**The motion passed by a unanimous vote of Council present, the rules requiring three separate readings, once in the ordinance's entirety, were suspended, and the proposed ordinance passed its second and third readings under suspension of the rules. The ordinance was considered read, passed and adopted.**

## NEW BUSINESS

**E. REQUEST FROM SPOT TO FUND FOR SERVICE YEAR OCTOBER 1, 2017 TO SEPTEMBER 30, 2018**

Clifton Warren, Treasurer for Selkirk's Pend Oreille Transit Authority (SPOT), said they provided 2,800 rides for those attending The Festival at Sandpoint, which meant approximately 100 cars were not parked within residential areas. They recently started a van pool program from Coeur d'Alene to Quest Aircraft every day to transport employees and are ready to start their route to Schweitzer Mountain Village. Their next grant application is for an additional service from Bonners Ferry to Sandpoint and an additional day in the winter for skiers. They have received requests for routes to the Spokane Airport and to Coeur d'Alene. The State has available funding for routes that are tied to Greyhound Bus routes. They are holding a community workshop to discuss a bus connection between Bonners Ferry, Coeur d'Alene and Sandpoint. They currently have one full time staff member, a dispatcher who works part time, fourteen bus drivers and four board members. They have a partnership with six cities, along with Schweitzer Mountain Resort, Area Agency on Aging, Equinox Foundation, Kootenai River Casino, Quest Aircraft and the Eureka Institute. The van pool program is strictly paid by the riders and not funded through a grant. Their new website just started today, and they recently installed new signage at bus stops. They will receive a new bus this week and have requested three new buses through the grant application. Their shelter program started on October 1, 2017. There is a shelter at Jeff Jones Town Square and one in Ponderay. They applied for a grant last month, which would fund additional staff from October 1, 2018, through September 30, 2020.

**Councilwoman Ruehle** asked if SPOT considered having a route to the Conoco station in Sagle. Marion Johnson from SPOT said that it's not feasible because they wouldn't have enough riders, and they have no additional equipment, drivers or funding. She noted that the City decides where bus stops are located. Their buses will block traffic if they park at curb ramps. Bus ramps will come out to the sidewalk. They do have challenges in the winter and will stop at intersections, if necessary.

City Administrator Jennifer Stapleton asked Mr. Warren if there was any discussion with The Festival at Sandpoint regarding charging riders or additional cost added to their concert tickets to fund the transportation of those attending their event. She pointed out that, when the City was negotiating the contract with The Festival at Sandpoint, they were to discuss these options with SPOT. Mr. Warren confirmed that this was not discussed.

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**Councilman Eddy moved** that Sandpoint City Council approve the request from SPOT to provide a match in the amount of \$78,000 for service year October 1, 2017, to September 30, 2018. **Councilman Aitken seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Camp	Yes
Councilman Snedden	Absent
Councilwoman Williamson	Yes

**The motion passed by a unanimous vote of Council present.**

**F. RAILROAD QUIET ZONES**

**Mayor Rognstad** announced that a Sandpoint citizen is requesting that the City consider renewing efforts to establish railroad quiet zones on North Division and North Boyer.

**Councilman Camp** noted that, approximately three years ago, Mr. Radamacher requested that the City develop quiet zones at the Division and North Boyer crossings, and City Council budgeted for this development. The prior City Engineer came back to City Council and said that it would be too expensive to create quiet zones, and these crossings didn't meet the criteria for a quiet zone. He said that Mr. Radamacher requested that this issue be included on tonight's agenda. He is requesting that quiet zones be installed at the Union Pacific Railroad crossing on North Division and the Burlington Northern Railroad crossing on North Boyer. **Councilman Camp** said that he spoke with Jeff Stewart from the Federal Railroad Administration (FRA) in Vancouver, Washington. Mr. Stewart said that there are over 750 quiet zones in the United States and felt that quiet zones at the crossings mentioned are possible, so long as the City follows the guidelines required through the FRA. He pointed out that the City of Hope recently received approval through the FRA for a quiet zone, which will cost their City \$11,000. The City of Rathdrum has a quiet zone at a cost of approximately \$30,000. He said that Mr. Stewart suggested that the City form a diagnostic committee to review whether the crossings will meet the criteria.

**Councilman Camp** felt that the BNSF crossing on Boyer could meet the criteria. This is a "quality of life" issue for those who reside in North Sandpoint. He suggested that the City form a diagnostic committee to investigate the three sites. He said that residents have commented that, if the City can manage to come up with funding in the amount of \$800,000 for the Schweitzer Cut-off Road project, it can find the funding for quiet zones. He said he spoke with Eric Paull, Chair of the Urban Renewal Board. Mr. Paull told him that the Board could possibly fund this project.

**Mayor Rognstad** noted that the City did investigate, approximately 2½ years ago, what criteria needed to be met for two railroad crossings to qualify as quiet zones. The estimate for two crossings was \$30,000 each. The other two crossings had an estimated cost of \$250,000, because they required substantial upgrades in the electronics. The pedestrian/bicycle path at the Boyer crossing was not considered and not budgeted.



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Public Works Director Ryan Luttmann said that he spoke with Christine Adams from the FRA approximately 2½ weeks ago. A diagnostic team did come to Sandpoint and looked at four crossings located at Baldy Mountain Road and Great Northern Road, Gooby Road and Great Northern Road, Mountain View Road and Great Northern Road and Woodland Drive and Great Northern Road. Other crossings located within City limits are the Burlington Northern Railroad crossing located on Boyer Avenue, plus two Union Pacific Railroad crossings at Division Avenue and Boyer Avenue and the Baldy Mountain crossing. The diagnostic team determined that constant warning equipment is required for quiet zones for the Union Pacific Railroad crossings. This is not funded by the railroad and would cost approximately \$250,000. They estimated a cost of \$30,000 for the Boyer and Great Northern crossings, which were budgeted. The team did not consider that there are no arms on the pedestrian/bicycle path, which is a risk the City should consider. There is an estimated cost of \$300,000 to install arms, which ruled out the estimate of \$30,000 at this crossing. The crossing at Great Northern Road would cost \$30,000, but this was not a priority. When installing a barrier, there are challenges with turning radius for trucks, which requires additional costs for improvements at the crossings. During his conversation with the FRA, there is an alternative to make the arms shorter, although there is a risk, because a driver could maneuver around the gate. City Council can look at priorities during strategic planning after the first of the year. If City Council wants to budget for quiet zones, he suggested budgeting \$300,000 at each Union Pacific crossing, \$350,000 at the Boyer crossing and \$30,000 for each crossing at Great Northern Road and Gooby Road.

**Councilman Camp** said that the priority crossings should be the two crossings on Baldy Mountain Road and the crossing at Boyer and Division. There are not many residents impacted by the Gooby Road railroad crossing. The City needs to concentrate on the three crossings closest to town. If criteria are met, then the railroad will approve. City Council should form a diagnostic team within the next two months to explore the criteria for the Boyer railroad crossing.

**G. RESOLUTION NO. 17-79 – INLAND NORTHWEST YMCA CONTRACT FOR REGIONAL RECREATION CENTER FEASIBILITY STUDY**

Planning and Economic Development Director Aaron Qualls said that the survey will be conducted by the Young Men's Christian Association (YMCA) through strategic research associates for feasibility studies for YMCA facilities. This specific phone survey and feasibility study is for the University of Idaho property on Boyer Avenue and will also consider the users and fees, targeting those who reside within 20 minutes of town. The YMCA is paying a portion of the survey, with the balance paid by the Blue Cross Foundation through the High Five grant.

**Anita Aurit**, Sandpoint resident, noted that several workshops have been scheduled, including an onsite tour of the University of Idaho property. A public hearing was held yesterday, and another public hearing is scheduled on December 6<sup>th</sup> with subsequent workshops to be held next spring. On September 12, 2017, an email message was sent to citizens, seeking interest on serving on the YMCA Advisory Council. On September 21, 2017, an email message was sent to the Bonner County Commissioners, seeking their interest in participating in a meeting and requesting the preference of only one

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commissioner's attendance or order to alleviate the requirement to publicize an open meeting. It was mentioned in the message that, once they receive the results of the survey, they will begin to formulate a master plan for a recreation center. According to the message and other correspondence, it is clear that a decision was made to purchase the property prior to the on-site tour. There is a document for a Sandpoint Community Center project, outlining major goals for the design of a recreation center. Idagon Homes is assisting in designing a building estimate. The estimated minimum amount that has to be raised prior to construction is \$3.5 million, and to complete the field house, tennis courts and ice arena, another \$5 million will be required. She stressed that she is disheartened that the City made an effort to obtain public input but made a decision to purchase the property and decided on its disposition before the public workshops were completed. She appreciates City Administrator Jennifer Stapleton's efforts to bring transparency to City government, but this situation has created a major setback in the trust level the Sandpoint citizens have for the City of Sandpoint.

**Joel Aispuro**, Sandpoint resident, said he agreed with Anita Aurit. The City held an emergency meeting to discuss a possible grant through the LOR Foundation to purchase the University of Idaho property, and he felt the City was not transparent on this particular issue. He encouraged the City to have better transparency in the future.

**Mayor Rognstad** noted that efforts to form a recreation center have been discussed for at least eight years. A local organization was formed approximately six years ago. Within the last two or three years, a volunteer group called the Y Board, was formed, with the goal to bring a recreation center to Sandpoint. The challenge was trying to find a location. Once the sale of the University of Idaho property was discussed, the Y Board determined this would be a strategic location. Their first step is to create a survey to assess the need and usability of a facility.

**Councilman Aitken** said the Board looked at concept drawings for the City parking lot, the property where the former Taylor Parker automobile dealership was located on Cedar Street, a portion of the University of Idaho property and the granary block at Sixth Avenue and Church Street. **Mayor Rognstad** said that he started participating on the Board approximately six months ago, and **Councilman Aitken** has served on the Board since it was formed. **Councilwoman Ruehle** pointed out that the Y Board is an outside and independent entity from the City. She said that there are no transparency issues from that perspective. Aaron Qualls said that, shortly after the High Five Grant was awarded, the Board asked for funding from the Grant for a revised study, which was long before the University of Idaho announced their plans to sell the property. **Councilwoman Williamson** wondered, if the City is investing \$12,500 for the grant for this project with no final say on what occurs on the property, whether this is the best investment of City funds.

**Councilman Aitken** said that the study has more validity if a location is identified, although the survey will not be specific to the University of Idaho site. **Councilwoman Ruehle** commented that the City is paying for part of the match but will be reimbursed from grant funds, with the intent to conduct a feasibility study. She expressed that the issues surrounding the University of Idaho property are confusing. She agreed that it looks like

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there's a lack of transparency, but there was an opportunity to apply for a grant to purchase property, which had the support of our citizens. City Administrator Jennifer Stapleton explained to **Councilman Camp** that feasibility studies are generally conducted by non-profit organizations. The YMCA is looking at the size of a facility, types of activities, and what community members are willing to pay for operational costs. They are looking for long term needs for a facility, as well. **Councilman Eddy** emphasized that public input will continue throughout the process. We should look at funding and programming opportunities for the property and have the ability to look at what the costs will be based on what the community's wishes for the property.

**Mayor Rognstad** responded to the allegations that the City is falsely obtaining public input when the City already knows what will happen on the property. He clarified that the subarea comprehensive plan review process is conducting an assessment for a twenty-year vision on the overall use and fabric of the University of Idaho property and the area that surrounds it. At the same time, there is an ongoing effort to create a community recreation center. He pointed out that the property is currently zoned for single family development. A request for proposal will be submitted to a developer and will invite their ideas on a development that is in accordance with the community vision.

**Councilwoman Ruehle moved** that City Council approve the proposed resolution, Inland Northwest YMCA Contract for Regional Recreation Center Feasibility Study. **Councilman Aitken seconded the motion.**

A roll call vote of Council resulted as follows:

Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Camp	Yes
Councilman Snedden	Absent

**The motion passed unanimously by Council present.**

**H. PROPOSED RESOLUTION – PURCHASE COMPSTAT MANAGEMENT AND COMMAND STAFF PRODUCTIVITY DASHBOARD**

**Councilman Eddy** asked what the annual maintenance costs would be. City Administrator Jennifer Stapleton suggested tabling this item in order to look at other options with the proposal and obtain firm estimates on the cost. This item was budgeted in order to assist in better data tracking for the Police Department. She wasn't concerned that the estimate expires the end of November.

**Councilman Eddy moved** that City Council table this agenda item until the December 6, 2017, City Council meeting. **Councilwoman Ruehle seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Camp	Yes
Councilman Snedden	Absent
Councilwoman Williamson	Yes

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Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes

**The motion passed unanimously by Council present.**

**I. ORDINANCE AND SUMMARY NO. 1350 – REPEALING CITY CODE TITLE 8, CHAPTER 4 – FLOOD DAMAGE PREVENTION AND CONTROL**

**Mayor Rognstad** read the proposed ordinance by title only. **Councilwoman Williamson moved** that the proposed ordinance titled “An ordinance of the City of Sandpoint, Bonner County, Idaho, a municipal corporation of the State of Idaho, repealing Sandpoint City Code Title 8, Chapter 4; replacing it with a revised flood damage control ordinance; establishing findings of fact; establishing purposes and objectives and methods of reducing flood losses; providing penalties, providing that a violation of this ordinance shall be a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment for not more than 180 days, or both, providing that these provisions shall be deemed severable; providing for publication and an effective date” pass its first reading by title only, and the summary is approved. **Councilman Aitken seconded the motion.**

A roll call vote of the Council resulted as follows:

Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Snedden	Absent
Councilman Camp	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Yes

**The motion passed by a unanimous vote of Council present,** the proposed ordinance passed its first reading by title only, and the summary is approved.

**Councilman Aitken moved** that the rules requiring three separate readings, once in the ordinance’s entirety, be suspended and that the ordinance pass its second and third readings under suspension of the rules. **Councilwoman Williamson seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Aitken	Yes
Councilman Snedden	Absent
Councilman Camp	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Yes

**The motion passed by a unanimous vote of Council present,** the rules requiring three separate readings, once in the ordinance’s entirety, were suspended, and the proposed ordinance passed its second and third readings under suspension of the rules. **The ordinance was considered read, passed and adopted.**

**J. RESOLUTION NO. 17-80 – AUTHORIZATION TO APPLY FOR A GRANT THROUGH THE IDAHO TRANSPORTATION ALTERNATIVES PROGRAM (TAP)**

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Grants and Projects Administrator Sean Scoggin said the purpose of the TAP Grant is to infill sidewalks and corners on both sides of Pine Street from Highway 2 to Division Avenue. The grant is in the amount of \$400,000 with a match of 7.34%, which will be budgeted FY 2021-2022. The reason this item was added is because the grant application is due December 1<sup>st</sup>. The City applied for a TAP grant last year but did not receive it.

Mr. Scoggin replied to **Councilwoman Ruehle** that sidewalks can be upgraded if they are impassible. Trees will either have to be removed, or easements will need to be obtained from adjacent property owners in order to maneuver around the trees. Additionally, there could be parking conflicts, but these can also be resolved with easements. Public Works Director Ryan Luttmann noted that preliminary designs were created for this project prior to applying for the grant last year. The cost estimates are based on projections. A solution will be reached with property owners for those trees that are in conflict for the grant awarded FY 2020-2021. **Councilwoman Williamson** reported that trees planted through the City's Neighborwoods Program are not planted within the area where sidewalks will be installed.

**Councilwoman Ruehle moved** that City Council approve the proposed resolution, Authorization to Apply for a Grant Through the Idaho Transportation Alternatives Program (TAP). **Councilman Eddy seconded the motion.**

A roll call vote of Council resulted as follows:

Councilman Camp	Yes
Councilman Snedden	Absent
Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes

**The motion passed unanimously by Council present.**

**ADJOURNMENT** The meeting adjourned at 8:18 p.m.

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Shelby Rognstad, Mayor

**ATTEST:**

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Maree Peck, City Clerk